

# Santa Clara County Open Space Authority

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## Conservation Planning/GIS Technician

Closing Date: Open Until Filled

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The Open Space Authority is seeking a passionate, diligent and analytical Conservation Planning/GIS Technician with excellent project management and communication skills. The Technician conducts essential research, analysis, and GIS mapping in support of the Authority's open space planning, land acquisition, and land management programs. Primary responsibilities include oversight of the Authority's GIS program and datasets; use of GIS and other tools to identify conservation priorities; property research and evaluation of potential land purchases; preparation of use and management plans for Authority land holdings; creation of compelling maps, graphics, and brochures; and technical support on a number of special land protection projects.

The Conservation Planning/GIS Technician works both independently on a number of projects and will serve as a critical team member to provide research and mapping support on two groundbreaking projects: an *Ecosystem Services Valuation* of Santa Clara County, and development of a long-range *Conservation Vision* for the county. These projects will involve considerable collaboration with and outreach to stakeholders and members of the community. In addition to this work, the Technician will work closely with other staff to prepare and implement plans to open new Authority properties to the public, and to secure grant funding to implement a number of habitat restoration and enhancement projects.

The ideal candidate for this position is passionate about land conservation, has a strong work ethic, and brings creativity and precision to bear on his or her work. The candidate has an excellent working knowledge of GIS, a background in planning, geography, or resource management, and can use GIS and other digital media to create compelling maps and graphics in support of the Authority's land protection programs.

The Authority provides an exciting and challenging position, a team of highly committed individuals, and a great benefit and retirement plan. Come help us make a difference! This is a full-time, non-exempt position. Salary begins at \$26.43 per hour.

### QUALIFICATIONS

Knowledge of principles and techniques of GIS analysis and graphic production using GIS software and other digital media; basic principles and practices of urban, regional, environmental, open space planning, and resource management; principles of research and data collection pertaining to property evaluation and familiarity with basic site plans, property descriptions, deeds, and survey data; understanding of modern office practices, methods, and use of computer equipment and applications related to the work, including Microsoft Office and ESRI ArcGIS software. Ability to perform field surveys and investigations, often in remote locations; collect and integrate GPS data into GIS format; compile and interpret data from topographical maps, aerial photos, legal descriptions, and development plans; conduct statistical research and analyze data pertaining to a variety of conservation and other open space matters; understand and interpret various boundary descriptions and deed restrictions and other documents; establish and maintain effective working relationships with those contacted in the course of work including private consultants, contractors, public officials, staff, Board members, and the general public; work both independently to complete projects on time, and as a contributing member of project teams; perform multiple tasks under deadlines; use database and word processing applications, and maintain accurate files.

### EDUCATION and EXPERIENCE

B.A. or B.S. from a four-year college or university with course work in urban or regional planning, environmental planning, geography, landscape architecture, natural resource management or related fields. Coursework or experience with Geographic Information Systems is required. Minimum two years of experience in parks, open space, planning, resource management, or similar field. A Master's degree can substitute for one year of experience.

### WHO WE ARE

The purpose of the Open Space Authority is to preserve, protect and manage open space and agricultural land in Santa Clara County, California while also providing public access to our lands through trail development and other capital projects. To date, the Authority has preserved over 16,000 acres of open space land.

**HOW TO APPLY – Go to <https://interview.hargen.com/interviewnow/8267/343>**

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Posted July 18, 2012

The Santa Clara County Open Space Authority is an Equal Opportunity Employer. Applicants with disabilities may request reasonable accommodation by contacting the Open Space Authority. (R2)